

Heritage Rates Relief Program Guideline 2024 - 25

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This guideline includes information about the Heritage Rates Relief Program, including:

- who can apply/eligibility
- information required
- the amount of funding that is available
- the assessment process
- information for successful applicants.

To make an application to the Heritage Rates Relief Program, read this guideline and ensure that you meet the eligibility requirements. If you have any questions about information within this guideline and would like to discuss, please contact the Heritage Grants Administrator.

GRANTS NT

The Heritage Rates Relief program is administered through GrantsNT, the Northern Territory Government's online grants management system. To apply for this program, go to <https://grantsnt.nt.gov.au>.

If you are a first time user you will need to register to create an account and setup an individual or organisation profile.

Note: Individuals that have an ABN must create an organisation profile. The GrantsNT website has a comprehensive help section to guide you. **Starting with the GrantsNT Introduction section is highly recommended as it will give you a good overview of the system.** If you are unable to resolve an issue after consulting the help section, contact the Heritage Grants Administrator for support.

Contact:

Heritage Branch

Heritage.Branch@nt.gov.au –Heritage property conservation and management advice

heritagegrants@nt.gov.au – Grants administration and support

08 8999 5039

The Heritage Branch

The Heritage Branch works with the community to conserve the unique and diverse heritage of the Northern Territory. The Branch supports the Heritage Council, provides advice about heritage management, promotes heritage, encourages good conservation practice, oversees the Heritage Rates Relief Program and the NT Heritage Grants Program, and works with other government departments to conserve government-owned heritage assets.

The Heritage Rates Relief Program

The purpose of the Heritage Rates Relief Program is to assist residential owners to conserve and maintain their privately owned Heritage Places. This program is an incentive under the Northern Territory Government.

Useful to know before applying

- Is my property on the NT Heritage Register?
- What are the heritage values of my property?

Applicant eligibility

To be eligible for the Heritage Rates Relief Program:

- The property must be a declared Heritage Place under the *Heritage Act*;
- The applicant must be named as the rate payer for the property or provide a letter of authority from the owner authorising them to act on behalf of the owner; and
- If a property is within the boundaries of a heritage precinct, the owner is not automatically eligible for a rates relief. The property needs to be deemed to contribute to the character of the precinct. Please contact the Heritage Branch to confirm your eligibility.

Ineligible applicants:

The following are not eligible to apply for funding:

- Local governments
- Australian Government agencies
- NT Government agencies
- Commercial Properties
- Applicants with an overdue heritage grants program acquittal under GrantsNT.

Other Conditions:

- There is an expectation that properties eligible for rates relief are adequately maintained by the owner. Supporting evidence provided in the application will assist with monitoring the condition of heritage places. Unmaintained properties may become ineligible for rates relief.

If you are unsure about the eligibility of your property please contact Heritage Branch for assistance.

Heritage Rates Relief Program process

Pre-application period

- Receive and file your municipal rates notice.
- Prepare photographs of your Heritage Property, recording fabric and features that align with the heritage values of the property. If you are unsure of what to photograph contact the Heritage Branch for advice.

Applications open

Application forms are available through GrantsNT and guidelines are published on the Heritage Branch website.

- Read through the guideline.
- Check eligibility requirements.
- Speak with the Heritage Branch if required.

Applications close

Prior to the closing date:

- Make sure your application is complete and submitted and all attachments are uploaded

Applications are assessed

Applications are reviewed against the eligibility criteria (refer below).

- Applicants are required to provide recent photographs of the property.
- You may be contacted for additional information to support your application. Be sure to supply this as soon as possible so it can be included in the application.

Letter of Offer

Successful applicants will receive a letter of offer from the Heritage Branch detailing the approved relief amount.

How payments are processed:

Successful applicants will be required to upload proof of rates payment, either in full or by instalments, into GrantsNT. Once verified, payment will be made by Electronic Funds Transfer to the nominated bank account through GrantsNT management system.

Assessing applications

Eligible applications are checked against the following objectives of the Program and information requirements:

- Property is on the Heritage Register.
- Applicant is owner or has provided authorisation letter from owner.
- Photos of the property have been provided. Minimum of 4 photos required.

Photographs must be in colour, of high quality, showing the current state of the Heritage Place. Photographs will show both the place and its setting, significant and representative external and internal spaces, and any noteworthy features. Dates and descriptions of the photographs should be provided. The applicant is responsible for ensuring photos do not contain personal or sensitive contents. These photographs will not be used in publications without prior approval.

Relief amounts

Relief amount will be calculated on rates paid for **current** financial year, minus Waste Management charges. Applications for previous years will not be accepted.

Owners of properties used exclusively for residential purposes are eligible for a relief payment of up to **75%** of rates paid.

The Heritage Branch reserves the right to calculate the amount of Rates Relief in atypical situations and the amount paid may be adjusted. Examples of atypical situations include properties *not* used exclusively for residential purposes.

The maximum relief amount paid in relation to any property in a year is **\$4000**.

Program funding is limited and will be allocated until budget is expended.